



Department of General Services

ONE DEPARTMENT WITH ONE MISSION



2020

FISCAL YEAR
ANNUAL REPORT



DELIVERING GREAT SERVICE



The Department of General Services proactively serves the diverse business and service requirements of all County departments, providing a single point of government to government service, enabling departments to successfully complete their respective missions and, thereby, adding value to the services performed by Montgomery County to county residents.



David E. Dise, Director

WHETHER IT IS COUNTY LIBRARIES, recreation, public safety, health and human services, public transit, or environmental protection, the Department of General Services is at the heart of Montgomery County governmental operations. Despite our integral involvement in helping county departments to provide service to the public, most county residents know very little about DGS. This marvelous team of top performers does most of its work behind the scenes. These are the folks that design, construct and maintain buildings, maintain one of the largest municipal fleets in the US, and implement the County's well-deserved reputation as an environmental leader among local governments across the country. A drive for innovation and customer service characterizes DGS staff. The report you are about to read is just a glimpse into our routine activities, even when the need is less than routine. For example, DGS staff played a definitive roll in the early response to the international Covid response. Global supply shortages were overcome by developing local sources and tireless efforts to locate sources others missed. In addition, ongoing efforts to achieve aggressive climate goals are on track and new strategies are being pursued for county buildings and vehicles. We are also continuing to refurbish old buildings and return them to county residents as improved, efficient, and accessible facilities that will last for many years to come. I believe you will find in this report a real eye-opener and help you understand why DGS staff are rightfully proud of their work to Deliver Great Service to County departments and residents.



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FY20 AT A GLANCE

- ▶ Performed preventive maintenance, repair, and groundskeeping for **435 County-owned** and County-leased facilities.
- ▶ Salted, sanded, plowed and removed snow for **8.0 million square feet** of parking lots, and **over 83 miles** of sidewalks during snow season.
- ▶ Led a Fleet Management operation of \$84.76 million, providing comprehensive fleet preventive maintenance, repair services, and acquisition for a fleet of **3,250** public safety and general administrative vehicles, snow plows, buses, dump trucks and other equipment.
- ▶ Maintained a fleet of **1,041** alternative fuel vehicles within a total fleet size of **3,250**.
- ▶ Secured funds for green initiatives. Received a total of **\$7.95 million** in grants and utility incentives for energy saving, advanced energy and fleet fuel saving projects since FY13. An additional **\$2.2 million** in grants and incentives received in FY21.
- ▶ Provided comprehensive real estate services from an assessment of requirements to acquisition of leases and necessary buildout. Managed an inventory of **951,398 square feet** of leased space for County programs.
- ▶ Led Print and Mail operation of **\$8.22 million**, designing and overseeing mail and graphics services to facilitate County programs. Decreased mailing cost by 60 percent.
- ▶ Administered the County's **\$2.75 million** Non-Competitive Grant Program. Processed **23 contracts**, audited expenditures of grant awardees and disbursed funds in compliance with the program mandate.
- ▶ Led the County's compliance with the American with Disabilities Act (ADA) in agreement with the Department of Justice (DOJ). The ADA Compliance program has completed remediation work on **51 of the 83 facilities identified**, a 62 percent achievement. In addition, another **22 facilities** are under remediation.
- ▶ Provided for the County's records management requirements, storing **2,468 boxes of documents** in FY19 and shredding **229,734 pounds of paper**.
- ▶ FY19 department complement: **441 employees**.
- ▶ Resource investment: **\$32.07 million** via the General Fund.

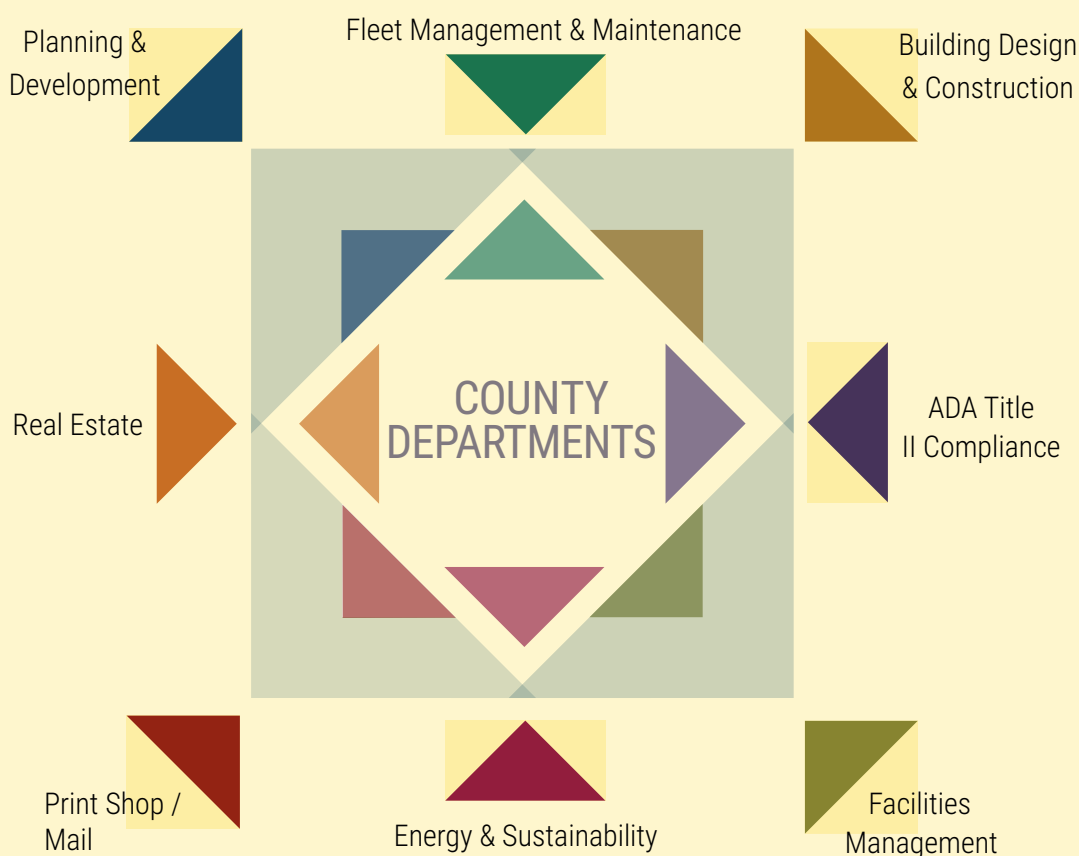
ONE DEPARTMENT

ONE MISSION:



DGS Programs—Provide a Single Point of Government to Government Service

Wheaton Library



DELIVERING GREAT SERVICE

A RESPONSIVE AND ACCOUNTABLE COUNTY GOVERNMENT



Electric Buses Charging



County Staff Warehousing



Long Branch Library

DGS CORE VALUES

THE DEPARTMENT OF GENERAL SERVICES comprises many and diverse functions sharing a common and critical mission: providing services to Montgomery County Government departments and offices, enabling them to serve the public. Our divisions set and meet the highest standards for service and delivery. Five core values that are aligned with our County Executive Marc Elrich's vision distinguish our approach:

- ▶ **GOVERNMENT EFFICIENCY** — As stewards of County resources, DGS ensures facilities, fleet, construction, real estate, and community assets operate cost effectively and efficiently. We provide 24/7 critical support services for Montgomery County government programs, buildings and properties, coordinate County-wide business support services, and ensure efficient operations.
- ▶ **CUSTOMER-FOCUSED SERVICE** — Meeting the needs of all our county residents is essential. DGS has set and continues to meet high performance standards for asset maintenance, service delivery, and building design and construction. We lead the County's efforts to make our buildings, programs and services accessible to all, implementing ADA improvements and accessibility.
- ▶ **ENVIRONMENTAL SUSTAINABILITY** — DGS is committed to reduce the environmental impact of government operations. The mission of our Office of Energy and Sustainability is to ensure that Montgomery County operations adhere to the highest standards of sustainability, integrate assessment of environmental impacts into decision-making and maximize resource conservation at every opportunity.
- ▶ **COMMUNITY ENGAGEMENT, ENRICHMENT AND PRESERVATION** — Our divisions work with communities from planning to ground-breaking through construction and maintenance to engage residents and assure building design reflects the neighborhood character. DGS is committed to preserving community character, our county history, and archives while Montgomery County continues to grow.
- ▶ **PUBLIC-PRIVATE PARTNERSHIPS** — The department leverages County assets and works with development partners in the private sector to design and construct County facilities using fewer public dollars. Assets are designed and constructed to meet the needs of the County and the community thereby enriching local communities.

PARTNERING WITH THE COMMUNITY



THE DEPARTMENT OF GENERAL SERVICES is committed to working in the community and helping our neighbors. Each year, the department selects a local nonprofit organization that receives a monetary support, realized from a bake sale organized by the employees, and a day of community service wherein employees help the organization improve the appearance of its facility.

In 2020, the DGS employee bake sale realized \$2,701 and a check was presented to A Wider Circle to enhance their goal. DGS also selected Madison Fields for a day of community service.

A Wider Circle located in Silver Spring, Md focuses on the creation of stable homes, workforce development, neighborhood revitalization, and the creation of greater awareness and engagement by the community.

Madison Fields, a 400-acre farm, was gifted to Madison House Autism Foundation in 2014. Madison House is a non-profit based in Rockville. Their mission is to create awareness of the lifespan challenges autistic adults face and to developing solutions that allow adults with Autism to live independently and hold jobs. Madison Fields mission is to establish a community-based agriculture resource center where people of all abilities can access vocational training, life-skills development, employment, education, and recreation.



COVID-19 SUPPORT

IN RESPONSE TO COVID-19, Department of General Services, has been assigned the responsibility of procuring COVID-19 related supplies, warehousing supplies, and distributing the supplies to other county departments as needed.

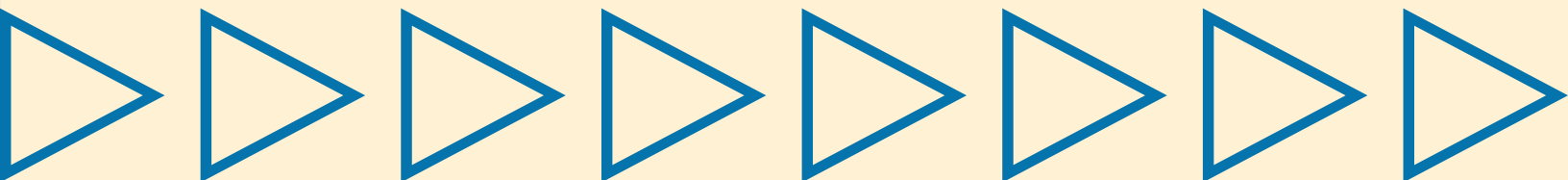
The Department has procured life saving N95 mask, Level #3 medical gowns, nitrile gloves, disinfectant spray, medical disposal mask, clorox and alcohol based sanitizer, ventilators, freezer trailers etc.

The Department acquired \$53.0 million dollars' worth of Personal protective Equipment (PPE). Emphasizing local contractors resulted in securing \$9.0 million dollars' worth of PPE locally from Montgomery County, and an additional \$31.0 million from other counties in the State of Maryland.



Clockwise from top left: County team transporting COVID supplies; COVID supplies stocking; County staff unloading COVID disinfectant supplies; County staff warehousing COVID supplies; County contractors disinfecting front line service locations.

- ▶ **Fleet and Facilities staff were successfully repurposed to help with the Emergency Operations Center (EOC) Warehouse set-up to provide PPE, cleaning materials, etc., to all County departments, Hospitals, Nursing Homes, etc. to help combat the National Health Emergency.**
- ▶ **Staffed positions at the EOC Warehouse, which included supervising, stocking, moving, dispensing and transporting to other County departments, community facilities, hospitals, and other government entities required extensive 24/7 coverage in the early stages of the pandemic.**
- ▶ **Sourced all supplies, equipment, and services necessary to support the processes listed below:**
 - ▷ Installed Dacron HVAC filters in all transit buses capable of removing virus particles to help improve the air quality on transit buses and limit the potential exposure of RIDE On passengers and employees to the COVID-19 virus.
 - ▷ Provided disinfecting services for the Ride On bus fleet twice daily during the COVID crisis.
 - ▷ Established a process for disinfecting County vehicles to protect employees including health care workers, public safety and community members. This also included a mobile function for immediate decontamination services.
 - ▷ Provided support for generators at the testing trailers to include set up and fueling on a daily basis.
 - ▷ Developed and implemented a warehouse management system to streamline and track the supply chain asset life cycle from ordering to customer delivery.
 - ▷ Developed and implemented a local manufacturing process to produce hand sanitizer, cloth masks and face-shields to mitigate the lack of a domestic or global supply of these critical items.
 - ▷ Supported the county food hubs with supplies and transportation.
 - ▷ Supported the county test operations with supplies and logistical support.
 - ▷ Provided accounting support to track, document and apply for \$39.7 million dollars of FEMA reimbursable funds.
 - ▷ Over the last 6 months, DGS partner with HHS to provide COVID Testing to DGS Asymptomatic Employees. During this time, DGS testing coordinators have tested at several locations (EMTOC, EOB DFM) and have distributed over 150 test-kits to employees.
 - ▷ Provided on demand facility deep cleaning services for 66 Incidences at a cost of \$141,960 in response to facilities with possible exposure to the covid19 virus.
 - ▷ Developed and implemented a new transit bus deep cleaning process, 168,000 cleanings performed and in addition supported DOT in a distancing initiative to place 376 barriers transit buses to ensure operator and user safety.



GOVERNMENT EFFICIENCY

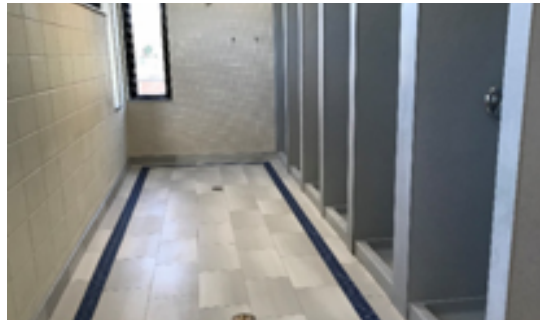


Wheaton Arts and Cultural Facility

GOVERNMENT EFFICIENCY



Montgomery County Correctional Facility-Central Boiler Replacement



Germantown Police Station Shower Replacement



Executive Office Building – Storm Water Upgrade

DIVISION OF FACILITIES MANAGEMENT

- ▶ The Division of Facilities Management (DFM) maintains over **435** County-owned and County-leased facilities. This represents over **10,000,000** square feet of institutional space. We facilitate County operations ensuring that facilities are in optimal condition allowing our County colleagues to carry out their mission of serving Montgomery County citizens.
- ▶ DFM is responsible for ensuring facility readiness even under unforeseeable conditions. FY19 challenged us with approximately **1568** incidents that we effectively managed at a cost of over **\$891,530.65**
- ▶ DFM maintains over **10,584,000** sq. ft. of landscape.
- ▶ DFM is a key partner during emergency response operations. The Division's work directly contributes to ensuring the County continuity of operations. During the second half of FY20, the COVID-19 pandemic caused a dramatic change in mission focus for DFM, having to establish major COVID related supply storerooms. This also included delivery of several hundred thousand items to both public and private entities. These logistic efforts continued through FY21.
- ▶ Through in-house and contract forces we perform snow removal at 210 County facilities, clearing over **440,000** linear feet sidewalks and over **8,000,000** sq. ft. of parking/ access space.
- ▶ DFM leads **8** Level of Effort (LOE) initiatives under the County's Capital Improvement Program (CIP) from roof replacement, to parking resurfacing and elevator upgrades.
 - ▷ DFM replaced or upgraded **30** Heating, Ventilation, Air Conditioning (HVAC) units at 13 different locations at a cost of approximately **\$3,200,000**.
 - ▷ DFM modernized the **6** elevators at the Executive Office Building, including the modernization of the door operating system, and improvement of the electrical supply for the elevator.
 - ▷ DFM replaced the Fire Alarm Systems at **12** different locations throughout the County at a value of **\$1,100,000**
 - ▷ DFM completed 1 roof replacement in FY19 at **\$100,000**
 - ▷ DFM was able to complete the resurfacing of **1** parking lot as part of the Level of Efforts initiatives in FY19, at a cost of **\$675,000**
 - ▷ With respect to the environment, DFM replaced existing Underground Storage Tanks with Above Ground Storage Tanks at **6** key locations, and completed upgrades to one County Fueling Station.
 - ▷ DFM completed exterior building upgrade and replacement projects at **7** locations, including Fire Stations, Recreation Centers, and a Child Care Facility, spending approximately **\$1,200,000**.
 - ▷ In support of our public safety building computer and phone systems, as well as our information technology data center, DFM replaced **4** Uninterruptible Power Supply (UPS) systems at 2 key locations approximately **\$860,000**.
- ▶ DFM manages the County's Building Automations Systems (BAS), we remotely respond and control energy and environmental conditions at **96** County facilities.
- ▶ DFM inspects and maintains **122** emergency generators located throughout the County, ensuring that systems are operational for emergency situations.

CENTRAL SERVICES

THE OFFICE OF REAL ESTATE acquires, disposes of and leases space to enable County departments to perform their missions. This office negotiates rental leases to achieve savings and improve our efficient use of available buildings, office space and facilities to deliver County services.



ACCOMPLISHMENTS

- ▶ In FY20, Office of Real Estate completed eight new leases, four new licenses, and twenty-three amendments. We also completed thirteen miscellaneous documents and managed a number of significant property management issues.
- ▶ Eight new leases were: Woods Academy (Closed School), Jane Nash Maller (Antenna), SSVFD Station (Antenna), OIG Expansion at 51 Monroe, FJC Expansion at 600 E Jefferson, Cabin John Liquor, Poolesville Liquor and the Glen Echo Sub-Cooperative Agreement.
- ▶ We amended, renewed and extended these twenty-three lease and license agreements:
 - ▷ Agricultural Farm Park
 - ▷ 1109 Spring Street
 - ▷ Hampton Lane Liquor
 - ▷ 112 W. Diamond Ave (Child Care)
 - ▷ Darnestown Liquor
 - ▷ Montrose Crossing Liquor
 - ▷ DTS Antenna locations (12 total)
 - ▷ Clarksburg FS
 - ▷ Two amendments of 11435 Grandview Ave
 - ▷ 1307 Seven Locks Rd (Court Commissioners)
 - ▷ Peerless Rockville at Red Brick Courthouse
- ▶ We also processed two deeds, eight estoppels, one right of entry, one Letter of Possession and one Letter of Termination.
- ▶ We managed seven buildouts and space reconfigurations of leased spaces.
- ▶ We handled a multitude of property management



Poolesville Liquor Store

issues, ranging from rent disputes with landlords to recovery of a lighting retrofit payment from a landlord to HVAC and water infiltration issues at various facilities. We also handled rental waivers for child care centers and various rental deferral requests in the Covid pandemic.

SIGNIFICANT WORK IN PROGRESS

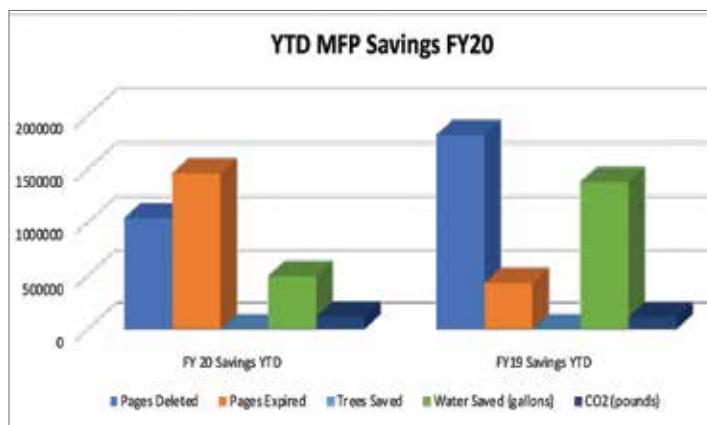
- ▶ Examine square footage requirements in the post-Covid environment on all renewals and new requirements, with the goal of decreasing leased footprint
- ▶ Glen Echo – License for Vendors
- ▶ Master Agreement with MCPS for child cares in open schools
- ▶ Multi-Agency Service Park Agreement with MNCP&PC
- ▶ Solicitation for 22 acres of farmland
- ▶ Amendments of: Black Box lease and 17-B Firstfield; Relocation of TESS Center
- ▶ Re-let house at 19420 Wasche Road and the Draper Farm in Dickerson
- ▶ Amend/extend antenna agreement at Damascus Depot pending completion of new tower
- ▶ Expand Treehouse at 7300 Calhoun.

CENTRAL SERVICES

THE DIVISION OF CENTRAL SERVICES provides efficient, centralized business support services for the day-to-day administrative functions of DGS. These include oversight and management of: budgets and financials, information technology, human resources for DGS personnel, contracts and procurement, and records management. DGS operates a records management program that provides timely and efficient document management services to County government.

OUR MONTGOMERY COUNTY PRINT SHOP strives to meet the highest levels of government efficiency, while providing outstanding customer service and reducing the environmental impact of print and mail.

- ▶ **DGS Publishing and Document Services is dedicated to running a green environment. Some of the ways we do that are:**
 - ▷ 90% of our equipment is Energy Star Certified
 - ▷ All toner we use is environmentally friendly
 - ▷ 90% of paper used is recycled
 - ▷ Clean Planet toner recycling program is offered to all departments free of charge
- ▶ **During FY20, Mail Services acquired several state-of-the-art equipment and innovative technologies to increase the efficiency and quality of its services. Utilizing these services, the mailroom has saved thousands of dollars on postage for the County.**
 - ▷ **IM 5000 Mail Meters with Enhanced Shipping and Mailing (EMS):**
 - ✓ County saves 5 Cents from every First-Class mail and 9 Cents from every Pre-sorted First-class mail with the postage meters.
 - ▷ **DS 600i Folder Inserter with IM 5000 Mail Meter inline:**
 - ✓ It can collate up to 6 sheets and then fold, insert and seal with a single touch
 - ✓ It cuts production time by half as it eliminates pre-folding at the print shop
 - ▷ **Every Door Direct Mail (EDDM):**
 - ✓ During FY20, Mail Services processed 766,764 pieces of Every Door Direct Mail (EDDM) for the first time in the county mailroom history.
 - ✓ Regular First-Class postage costs for these mailings using EDDM were \$138,017, a savings of 64% or \$245,364 from the regular cost of \$383,382.
 - ▷ **Pre-Sorted Mail**
 - ✓ Mail services cut postage cost in half by presorting folded self-mailers at a cost of \$0.269 postage per piece, a savings of \$0.231 or 46% from the regular postage of \$0.50 per piece



CUSTOMER-FOCUSED SERVICE



Long Branch Library

CUSTOMER-FOCUSED SERVICE

ADA COMPLIANCE PROJECTS FOR FY20

- ▶ **1301 Piccard HHS Programs**—ADA remediation of Crisis Center, 1st and 2nd floor public restrooms
- ▶ **Longwood Community Center**—Site remediation, vestibule, ramp, drinking fountain
- ▶ **Long Branch Outdoor Pool**—Site remediation and interior
- ▶ **Long Branch Community Recreation Center**—Site remediation and interior
- ▶ **Long Branch Library**—Accessible parking and accessible routes



BEFORE



AFTER

1301 Piccard HHS Programs

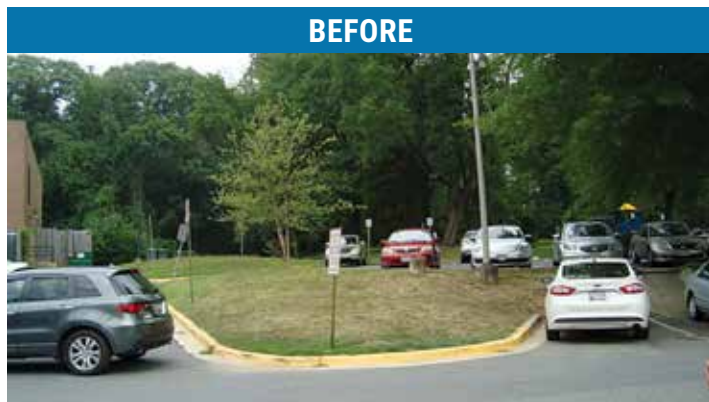


BEFORE



AFTER

Longwood Community Center



BEFORE



AFTER

Long Branch Library



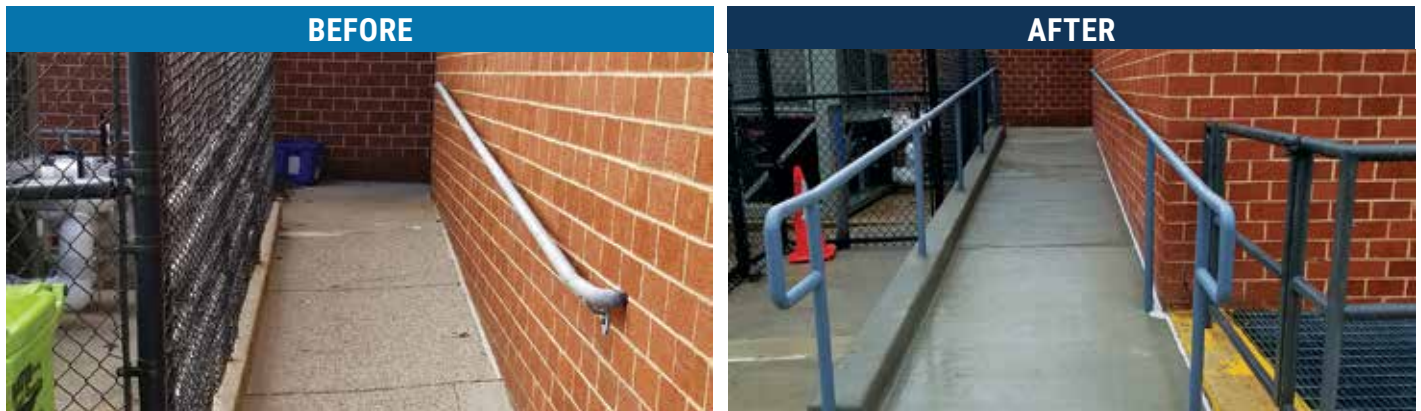
BEFORE



AFTER

Long Branch Library

CUSTOMER-FOCUSED SERVICE



Damascus Library

CUSTOMER-FOCUSED SERVICE MEANS THAT DGS divisions focus on the needs of all County residents. DGS divisions have established and continue to meet high performance standards for fleet maintenance, facility maintenance, service delivery, and building design and construction. We lead the County's efforts to make our buildings, programs and services accessible to all, including ADA improvements and accessibility.

ADA COMPLIANCE

The Americans with Disabilities Act (ADA) is a civil rights law that guarantees equal opportunities for individuals with disabilities in public accommodations and in government programs. Our ADA Compliance Program assures that Montgomery County complies with Title II of the ADA by making the built environment and County programs accessible to all individuals with disabilities and provides compliance services including employee training, technical assistance and complaint resolution.



ADA ACCOMPLISHMENTS

- ▶ Integrated Video Remote Interpreting (VRI) into MS Teams and Zoom with the addition of Closed Captioning.
- ▶ Installation of interior ADA compliant ramp in entry vestibule and drinking fountains at Longwood Community Recreation Center.
- ▶ Completed significant site and interior ADA remediation of Long Branch Outdoor Pool.
- ▶ Installation of new ADA compliant ramp at Damascus Library to improve access for people with disabilities.
- ▶ Long Branch Library and Park ADA Parking and Trail ADA Access for people with disabilities.
- ▶ Completed site and interior ADA Remediation of Long Branch Community Recreation Center.
- ▶ Designed and installed Audio/Video system complete with ADA Compliant Assisted Listening System (ALS) in the COB Auditorium. Now people who are hard of hearing will be able to fully participate in Montgomery County Council meetings.
- ▶ Completion of ADA compliant parking, ramp, and accessible route from public right of way at 8818 Georgia Avenue.
- ▶ Installation of ADA parking reserved for people with disabilities and accessible route from public right of way at Fire Station number 10.
- ▶ ADA remediation of Crisis Center, 1st and 2nd floor public restrooms at 1301 Piccard HHS building.

FLEET MANAGEMENT SERVICES



Electric Buses

THE DIVISION OF FLEET MANAGEMENT SERVICES (DFMS) provides a comprehensive fleet management program that meets the needs of our County customers, leading through best practices, environmental stewardship and sustainability. We strategically plan, acquire, maintain and dispose of County fleet vehicles and equipment, providing the highest level of cost effective and efficient fleet operations, ensuring transparency and accountability through a dedicated, highly trained, and certified fleet staff.

- ▶ Led a Fleet Management operation of **\$84.76 million**, providing comprehensive fleet preventive maintenance, repair services, and acquisition for a fleet of **3,250** public safety and general administrative vehicles, snowplows, buses, dump trucks and other equipment.
- ▶ Maintained a fleet of **1,041** alternative fuel vehicles within a total fleet size of 3,250.

FLEET MANAGEMENT SERVICES



Hybrid Bucket Truck



Electric Bus



Proterra Electric Bus Engine



ACCOMPLISHMENTS

- ▶ The Proterra EV Bus project came to fruition and all working parts came on-line:
 - ▷ Four (4) new 35ft Proterra electric buses were successfully received, commissioned and accepted for service. This includes all training and parts upkeep.
 - ▷ Installed five (5) new electric bus chargers to support Ride On services; four (4) at Brookville Maintenance Facility (BMF) and one (1) at Equipment Maintenance and Transit Operations Center (EMTOC).
 - ▷ Viriciti was chosen as the software to oversee all the buses and chargers to include 24/7/365 monitoring with alerts and full reporting of all activity between the buses and chargers.
 - ▷ Received and commissioned sixteen (16) 60ft Nova Articulated buses for the Flash Bus service program. This includes all training and parts upkeep.
 - ▷ Received 28 new Gillig buses for service; nine (9) 40ft buses and nineteen (19) 30ft buses
 - ▷ Received an alternative fuels tax credit of \$1,821,225.93, split between Solid Waste \$4,122.48 and Ride-On \$1,817,103.45, for the use of compressed natural gas in the Ride On bus Fleet for FY20.
 - ▷ Developed an electric bus specification to purchase 10 electric buses awarded to Montgomery County Ride On under the Federal Transit Administration's (FTA's) Bus and Bus Facilities Grant.
 - ▷ Purchased two (2) Hybrid bucket trucks. These trucks use batteries to operate the bucket while the engine is off. These trucks are expected to reduce fuel usage by eliminating jobsite idle time.

FLEET MANAGEMENT SERVICES



Energy Consumption/Vehicle Use Within the Fleet

11	Vehicle Maintenance Facilities	28,499	Service Work Orders Processed	97%	Administrative Fleet Availability	4	Centralized Motor Pools
31	Fuel Sites Managed	10,728	Preventive Maintenance Inspections	89%	Heavy Equipment Availability	116	Fleet Maintenance Technicians

3,250 Fleet Vehicles

7,567 Gallons of Gasoline Eliminated by Electric Vehicles

1,041 Alternative Fuel Vehicles

40 Battery Electric Vehicles

32% of the Fleet is an Alternative Fuel Vehicle

5,948 Electric Vehicle "Charge-Ups"

38 Level II Electric Vehicle Charging Stations

39 Medium Duty Gas Cargo Vans Converted to Hybrid

4.6 Million Gallons of Fuel Consumed

33.5 Million Miles Driven

1.35 Million Diesel Gallons Displaced by CNG

68 Facility Safety Inspections Completed



Bucket Truck

FLEET MANAGEMENT SERVICES



INNOVATION

- ▶ Fleet Management Services piloted accident tracking software that allows County employees to take photos of the vehicle and accident scene at the time of the accident via an app installed on their smartphone. Additionally, the employee can complete and submit the incident report from their smartphone immediately. The software improves the total vehicle downtime by automatically moving the accident process to the next role in the accident repair process.
- ▶ Found an innovative way to obtain scarce hand and mask sanitizer for those providing essential County services by negotiating with local distilleries to repurpose their spirit making equipment to produce sanitizer in bulk quantities. In order to support this initiative DFMS repurposed internal staff to conduct the recruitment of distillers to participate in the program, logistics, packaging and transportation operations to include procuring high percentage alcohol or a finished hand sanitizer product, packaging materials and supplies, transporting materials from distilleries to packaging facilities or compounders and to county warehouse facilities, and managing multiple supply chains to source scarce materials used in the packaging of hand and mask sanitizer. Managed and facilitated the packaging process with distillers' production schedule and provided logistical support to the distilleries and compounder. Produced over 6,200 gallons of hand sanitizer to support County operations, hospitals, daycares and other critical operations during the height of the COVID Crisis.
- ▶ Created temporary barriers to protect Ride On bus drivers while providing service during the COVID crisis.
- ▶ Installed temporary barriers in County vehicles required to transport citizens during the COVID crisis.

PROJECT: HIGHWAY DEPOT MOVE

- ▶ The Equipment Maintenance and Transportation Operations Center (EMTOC) is centrally located in the County and operated by the Department of General Services (DGS), Division of Fleet Management Services (DFMS). While a modern facility suitable for dispatching transit buses across the northern half of the county, the EMTOC location often posed a transportation and logistical challenge for Department of Transportation (DOT) road maintenance crews operating out of satellite depots strategically positioned throughout the county. When breakdowns occurred, weather events happened, or even routine maintenance was needed, the logistic challenges often led to equipment not being brought in on a timely manner, resulting in delayed maintenance due to overarching highway and road maintenance priorities. This resulted in longer equipment downtime and frustration of operators needing their equipment to complete services to residents.
- ▶ DGS DFMS staff identified a solution to this dilemma by moving heavy equipment maintenance to DOT depots where the need could be best met, could provide a timely response to maintenance and prompt service and ultimately assist DOT in performing its mission more efficiently and economically.
- ▶ The Parts Department successfully moved parts and materials out to the Highway Depots to assist the maintenance section in working and serving their customers at the depots. Parts dedicated one person to be the Depot Coordinator who worked with the maintenance staff to coordinate the stocking and ordering of parts. Additional staff helped as needed.
- ▶ National Association of Counties Award (NACo) Award was received for the Highway Depot Move.

ENVIRONMENTAL SUSTAINABILITY



Solar Roofing—County Liquor Warehouse

THE COUNTY HAS ADVANCED its' greenhouse gas elimination efforts through a reuse of approximately 16 acres of the former Oak's Landfill facility for a 6MW ground mounted solar project. This project will utilize a power purchase agreement with Ameresco, which will design, construct, finance, own and operate the facilities with no up-front cost to the County. The system will generate 11.4 million kWh of energy annually through 3 separate arrays; array will deliver 3.8 million Kilowatts that will power County facilities and arrays 2 and 3 will generate 7.6 million Kilowatts will be delivered to Low to Moderate Income households through the community solar program, which enables participation in renewable energy while also providing a discount on energy costs.

The Bette Carol Thompson Scotland Neighborhood Recreation Center has been prioritized to provide equitable and resilient community benefits using "microgrid" planning. The project will incorporate energy efficient lighting and equipment upgrades, the installation of 76kW rooftop solar and emergency power generation. The Centers' upgrades, when completed in 2021, will enable independent operation during power outages or other weather-related emergencies for an extended period; enabling critical services to be delivered to the community, such as refrigeration for medicines, mobile phone charging centers, centralized communications.

OES LIST OF PROJECTS COMPLETED IN FY2020

- ▶ Bethesda Depot: Lighting & Lighting Controls
- ▶ Brookville Maintenance Facility: Lighting & Lighting Controls
- ▶ Vehicle Recovery Building: Lighting & Lighting Controls
- ▶ Potomac Library: Lighting & Lighting Controls
- ▶ Upper County Community Recreation Center: Lighting & Lighting Controls
- ▶ Upper County Outdoor Pool: Lighting & Lighting Controls
- ▶ Margaret Schweinhaut Senior Center: Lighting & Lighting Controls
- ▶ Olney Swim Center: Lighting & Lighting Controls
- ▶ Bethesda Chevy Chase Center — Lighting & Lighting Controls (Odohi)
- ▶ Martin Luther King Jr Swim Center: Advanced Energy Project — Combined Heat and Power Installation Public Safety Headquarters: Cooling Tower Installation
- ▶ Brookville Depot — Installation of 4 EV Bus Chargers
- ▶ EMTOC — Installation of EV Bus Charger

INITIATED IN FY20

- ▶ Brookville Depot — Smart Energy Depot
- ▶ Oaks Landfill — Two Solar Projects
- ▶ Holiday Park Senior Center — Zero Energy Facility
- ▶ Scotland Recreation Center — Resilient Facility
- ▶ Executive Office Building — Monitoring Based Commissioning
- ▶ Circuit Court North Tower — Monitoring Based Commissioning
- ▶ Bethesda Chevy Chase Center — Building Automation Systems Upgrade
- ▶ Circuit Court South Tower — Monitoring Based Commissioning
- ▶ Upper County Community Recreation Center: Building Automation Systems Upgrades
- ▶ Potomac Library: Building Automation Systems Upgrade
- ▶ Margaret Schweinhaut Senior Center: Building Automation Systems Upgrade

ENVIRONMENTAL SUSTAINABILITY



Proterra Transit Bus Charging Station



Monitoring the Building Automation System



EV Charging Station

ENERGY AND SUSTAINABILITY ACCOMPLISHMENTS



Achieved carbon neutrality of county facilities and fleet through the purchase of Renewable Energy Credits (REC). The REC's offset the equivalent of 100% of the Greenhouse Gas generated by the energy supply for our facilities, including electric and conventional vehicle fuels and additional offsets tied to the use of heating fuels.



Secured \$3.95 million in funds for green initiatives in FY20. A total of \$7.95 million in grants and utility incentives have been received for energy saving, advanced energy and fleet fuel saving projects since FY13. An additional \$2.2 million in grants and incentives are expected to be received in FY21.



In partnership with DOT, worked to overcome regulatory barriers to cost effective installation and operation of LED streetlights and secured over \$4 million in incentives from utilities. These efforts supported DOT's streetlighting project which completed the replacement of 25,000 inefficient fixtures with LED lights May 2020.



Processed over 12,000 utility bills for all County facilities and resolved billing errors resulting in recovery of over \$255,000, as well as over \$210,000 recovered from water submetering efforts in FY20.



Upgraded 26 facilities to highly efficient LED lighting and more efficient building automation systems expected to save over \$750,000 and 6.5 million kWh of electricity annually, while improving occupant comfort, working conditions and safety.



Deployed 7.6 megawatts of solar and other clean energy technologies on County facilities, including microgrids at the Thomas Manger Public Safety Headquarters and the Montgomery County Correctional Facility. The microgrids now produce clean and low-carbon energy to meet the needs of these crucial facilities, enabling these locations to operate independently of the energy grid during normal operations and prolonged power outages.



Continuous monitoring of energy and water use in facilities to identify opportunities for energy efficiency projects through utility data analysis and energy sweeps. In FY20, energy sweeps were conducted in 8 County facilities and potential energy savings of 1,400,000 kWh annually.



Completed water conservation projects including installing low flow sink aerators and showerheads at four County facilities in FY20, expected to save over 120,000 gallons of water annually.

BUILDING DESIGN AND CONSTRUCTION



Department of Health and Human Services Location — 8818 Georgia Avenue

THE DIVISION OF BUILDING DESIGN AND CONSTRUCTION (DBDC) is responsible for planning, designing, and constructing Montgomery County's public buildings to high performance standards while paying close attention to residents' input, environmental and economic concerns. Public buildings include fire stations, police stations, libraries, recreational facilities, civic buildings, service depots and parking garages. DBDC is committed to providing leadership that will foster conservation, protection and improvement of the environment by planning, designing, constructing and maintaining buildings that are energy efficient, environmentally friendly and resource-efficient.



DEPARTMENT OF HEALTH AND HUMAN SERVICES LOCATION — 8818 GEORGIA AVENUE

Resurfacing the parking lot, adding more parking, adding storm water management, replacing sidewalks, replacing ADA access ramp, and replacing site lighting. The project increased the number of parking spaces by 50% to sixty spaces.

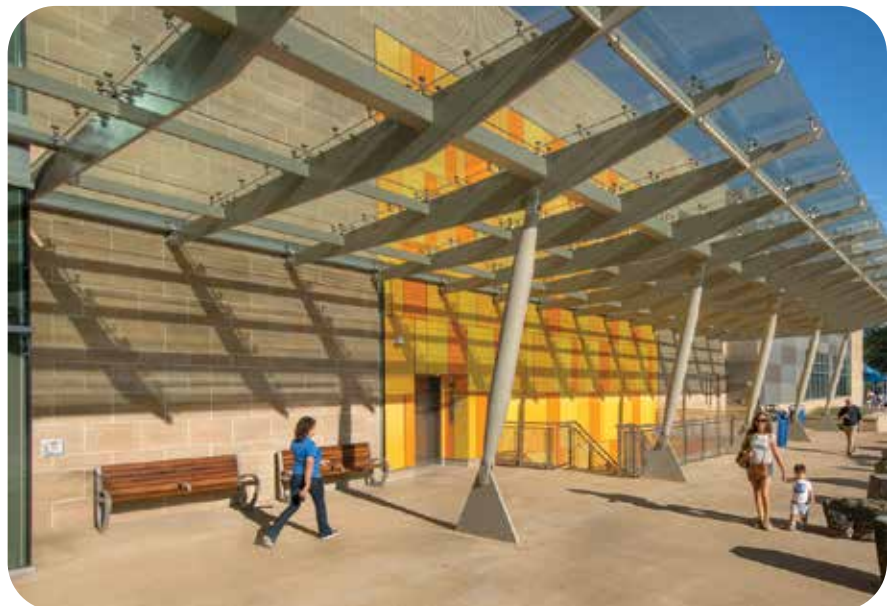
BUILDING DESIGN AND CONSTRUCTION



WHEATON LIBRARY AND RECREATION CENTER

THE FIRST FLOOR OF the building has a large gymnasium — enough space to hold three basketball games, Dise said — as well as a coffee shop, Friends of the Library used bookstore, and library space with its own children's section. There's a fitness center with an elevated indoor walking track — a first for a public recreation center in Montgomery County, Berrios said.

The second floor has a pottery studio and kiln, plus a commercial teaching kitchen and dance studio with a professional springboard floor. The rest of the space holds meeting rooms and a social hall



BUILDING DESIGN AND CONSTRUCTION



Long Branch Library



Kenington Fire Station 25



Clarksburg Historic Sewer Installation

DGS DIVISIONS ENGAGE WITH COMMUNITIES from planning to ground-breaking through construction and maintenance to ensure residents are engaged and that building and design respects the character of a community. DGS is committed to preserving community character, our county history, and archives while Montgomery County continues to grow.

The Division of Building Design and Construction (DBDC) plans, designs, and constructs County buildings to high performance standards to create valuable assets to serve residents into the future.

DBDC REFURBISHMENT PROJECTS

IN ADDITION TO NEW CONSTRUCTION, DGS continuously updates and refurbishes existing County facilities, such as libraries, pools, recreation centers and garages. By partially renovating or refreshing the buildings rather than completely rebuilding them, DGS ensure the facilities continue to serve community needs and save taxpayers' money.



LONG BRANCH LIBRARY

LONG BRANCH LIBRARY WAS refurbished to modernize the facility, better meet customer needs, fix leaks, and address numerous problems with the building. The library was reconfigured to create a larger children's area, add teen area, and provide a group study room. The restrooms were totally renovated, and a family restroom was added on the first floor. New furniture was provided throughout that will makes using the library more functional and comfortable.

Exterior Features

New ADA pedestrian and parking lot access; New plaza roof, pavers, planter, and ornamental railings; Mid and high roof recoating; New stucco finish on 1st story front of building; New building name sign; New LED message board monument sign; New sod, planter retaining walls, and landscaping; New LED lighting; New 1st and 2nd level storefront entrances/vestibules; New LED lighting, fixtures,& ceiling tiles; Parking lot cleaning

Interior Features

New sit/stand service desk; New children's and teens areas; New group room & reconfigured quiet study; New furniture and shelving; New color coordinated paint, & carpet, and vinyl flooring; New renovated restroom rooms; New 1st floor family restroom; New DOT and MCPL monitors; New LED lighting, fixtures,& ceiling tiles; New fire alarm; Two new hi/lot bottle filler water fountains; New 2nd floor laptop lane and sitting group; New ADA compliant meeting and conference room sinks; Electric to most seating groups; New book drop

BUILDING DESIGN AND CONSTRUCTION

HILLANDALE FIRE STATION #24



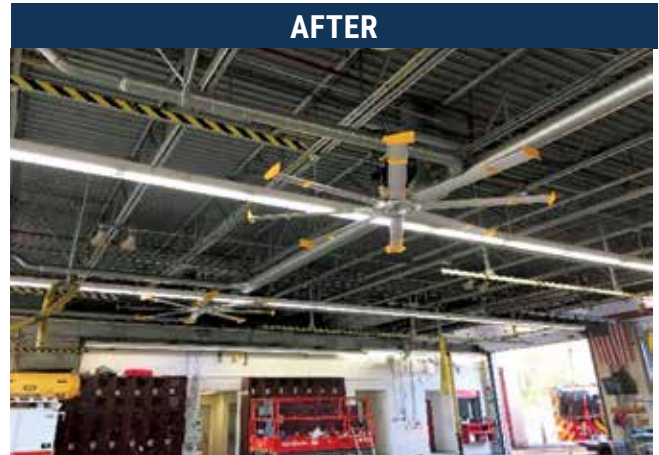
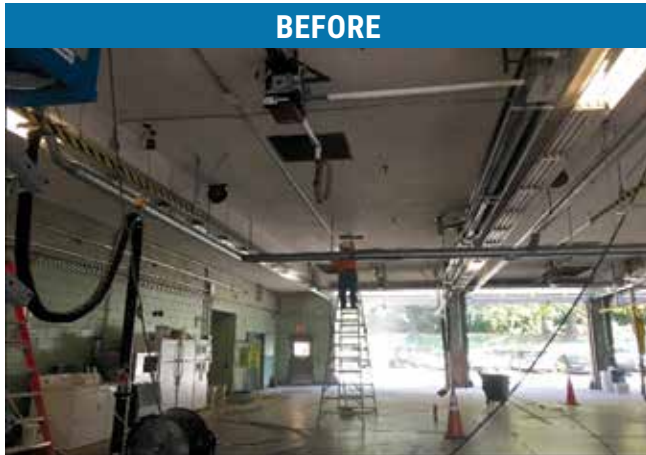
KENINGTON FIRE STATION 25 (Still under construction)

Kensington (Aspen Hill) Fire Station #25 is an existing 12,000 square foot facility serving a densely populated area. This project provides for an additional 13,443 square feet for increased office and administrative space, dormitory space, living and dining areas, two new apparatus bays and associated storage areas. A renovation of the existing interior finishes and replacement of the heating/ventilation systems are also included in the project.



BUILDING DESIGN AND CONSTRUCTION

FIRE STATION #31 ROCKVILLE VOLUNTEER FIRE STATION – HVAC/ELECTRICAL RENOVATION



WESTERN COUNTY POOL

This project provides for the design, renovation, and modernization of 71,500 SF of an outdoor pool complex. The project includes Bathhouse, Snack Bar, Main Pool with associated deck area, Leisure Pool with associated deck area, Wading Pool, to be replaced with a zero depth Spray Pad with associated deck area, and dry land playground, open lawns and a Filter Room located below the Main Pool Deck.



PLANNING AND DEVELOPMENT



Rendering of Proposed Redevelopment of 4010 Randolph Road

PLANNING AND DEVELOPMENT



Salt Storage in Gaithersburg.

WHAT DOES THE OFFICE OF PLANNING AND DEVELOPMENT DO?

THE OFFICE OF PLANNING AND DEVELOPMENT (OPD) implements and manages the County's redevelopment projects including creating opportunities for public-private partnerships that leverage County assets and facilitate public initiatives. OPD also evaluates sites for public facilities, coordinating the various interests in the project, properly disposes of County-owned real property to maximize land values and/or advance County projects. OPD advises the County Executive and elected officials on planning and land use and spearheads special projects as needed.

The following represent some of the public-private partnerships and other projects OPD worked on in FY20:

4010 RANDOLPH ROAD

OPD issued a solicitation to redevelop the 6.07-acre site, most recently the headquarters for the County's Department of Recreation, in accordance with the recently adopted Veirs Mill Corridor Master Plan. Originally the Bushey Drive Elementary School, the property was deeded to the County by the Board of Education in 1976. OPD selected AHC Inc. to redevelop the property with a mixture of for sale and rental housing affordable to households earning between 30% and 70% of the area median income. OPD negotiated the executed General Development Agreement and completed the disposition of the property under the closed school regulations. AHC Inc. completed site due diligence and is working on land use planning approvals for the project.

SALT STORAGE

OPD constructed of a new salt storage facility for the Department of Transportation. Located at DOT's Gaithersburg Depot, the new structure adds an additional 20,000 tons of storage capacity.

WHEATON ARTS AND CULTURAL FACILITY

The proposed Wheaton Arts and Cultural Facility will be a community-oriented arts incubator that will include performance space, classrooms, gallery space, and administrative space for local arts organizations. OPD completed the Program of Requirements for this future facility and continues to work on test fits on a potential site in the Wheaton Arts and Entertainment District.

FORMER SILVER SPRING LIBRARY

OPD continued to oversee the redevelopment of the former Silver Spring Library site for use as an early childhood education and development center. Montgomery County selected the Martha B. Gudelsky Child Development Center (MBG CDC) & CentroNia team in FY19 to create an early childhood care, education and development facility for 150 children, 75% of which will be from low income families. OPD completed the disposition of the land and MBG CDC and CentroNia continued to work on entitlements. A first quarter 2023 opening is expected.

PLANNING AND DEVELOPMENT



Shady Grove Westside



Willow Manor



Former Silver Spring Library

SHADY GROVE WESTSIDE

OPD continued to oversee its developer partner and the completion of the public infrastructure improvements, as well as manage environmental remediation and land transactions. Located adjacent to the Shady Grove Metro station with 23% of the units designated as either MPDUs or Workforce Housing, the first townhome phase and multi-family building are complete and the balance of the townhome land and the 2nd multifamily parcel were sold and are under construction.

FORMER PUBLIC SAFETY TRAINING ACADEMY

OPD continued to coordinate with its development partner to redevelop the former 46-acre PSTA site during site due diligence and obtaining land use approvals. The site is envisioned as a residential community which will include 30% MPDUs with supporting retail and open space with connectivity to a future Corridor Cities Transitway stop.

OPD STATISTICS FOR FY20

- ▶ **Managing 5 public-private redevelopment projects, assisting other County departments with 5 projects, as well as planning 2 additional projects**
- ▶ **Secured \$103 million in private investment in FY20, and a cumulative investment of \$327 million since FY14**
- ▶ **Generation of nearly \$8 million in property taxes from land sales to date**
- ▶ **Creation of 623 total new housing units including 183 units of affordable housing**

DISPOSITIONS

OPD manages the disposition of land no longer needed by the County so that property can be returned to a more productive, and potentially more profitable use. In FY20, some of the dispositions OPD either completed or was in the process of disposing include the disposition of land to the Davis Airport to expand the runway to meet safety regulations, a closed school site to the Maryland-National Capital Park and Planning Commission for continued park use, an access easement to Maryland-National Capital Park and Planning Commission to connect a local park to a new housing development and an easement for a new electrical substation.

PLANNING

OPD tracks land use plans and coordinates with M-NCPPC to ensure that current and future County government needs are addressed on land use matters. In FY20, OPD tracked the following land use plans: Forest Glen/Montgomery Hills Sector Plan, Shady Grove Minor Master Plan Amendment, Germantown Plan for the Town Sector Zone, Ashton Village Center Sector Plan, Thrive Montgomery 2050 – General Plan Update, 2020 Subdivision Staging Policy, Silver Spring Downtown Plan, Corridor Forward and Great Seneca Science Corridor Master Plan Amendment.

PROJECTS PROJECTED FOR COMPLETION IN FY21



Clarksburg Fire Station

FUTURE PROJECTS

- ▶ Clarksburg Fire Station
- ▶ South County Regional and Aquatic Center
- ▶ New Glenmont Pavilion/Park Playground



South County Regional and Aquatic Center



New Glenmont Pavilion/Park Playground

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